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Library Trustees Minutes 04-12-2006

Robbins Library Board of Trustees
April 12, 2006

Call to Order

The meeting was called to order at 7:15 PM. Attending were trustees David Castiglioni, Patricia Deal, Katharine Fennelly, Barbara Muldoon, Frank Murphy, Joyce Radochia and Susan Ruderman. Also attending were library director Maryellen Loud and assistant director Cynthia Diminture.

Approval of Minutes

The minutes of the March 14th meeting were approved as written on a motion by Ms. Muldoon; seconded by Mr. Murphy.

Communications

Ms. Loud discussed the library participation in the upcoming Patriot's Day parade. She also reported that she had talked to Selectman Jack Hurd and Brett Campbell regarding the proposed art exhibits at the Fox Branch Library. They will attend the next trustees' meeting to discuss their proposal and answer questions.

Director's Report

The board members reviewed the written report. Questions were asked about the memorial bench for Rosalind Kantrowitz to be installed on the library lawn, the problem of disruptive children on Thursday evenings and building facility issues.

Trust Fund Budget Report

Ms. Muldoon gave an update on trust fund spending. Overall, 37% of this year's funds have been expended. Ms. Loud explained that staff spends the municipal budget first and that a significant amount of materials from trust funds has been ordered but not yet received.

Russell Fund Report

Mr. Castiglioni reported that \$29,675 (74%) of the Russell Funds have been spent thus far. The balance is

\$10,324. Spending is on schedule for this point in the fiscal year. There are still funds remaining in the YA programs, performers and coordinator labor categories.

Author Program

Ms. Deal updated the board about the schedule of programs. On Thursday, May 25th, Anita Diamant will speak at 7:30 PM at the Town Hall. Her latest book is “The Last Days of Dogtown”. On Sunday, November 5th, there will be an afternoon program with Gail Caldwell, the book editor for the Boston Globe. She is a Pulitzer Prize winner and her latest book is “The Strong West Wind”. Sunday, November 4, 2007 is the tentative date for a program with Clare Cook who wrote “Must Love Dogs”. A suggestion was made to market the programs to local book groups.

Fundraising

Ms. Ruderman discussed the solicitation of local businesses, which typically takes place in April. She suggests a different type of fundraiser since last year’s blanket solicitation was not very successful. A suggestion was made to contact some library-friendly business people to assist with the campaign. The consensus was to work on forming a committee and strategizing with them while postponing the actual solicitation until the fall.

Annual Report Flyer for the Public

The trustees reviewed the draft. Their advice was to better group the accomplishments and to make uniform wording in the “Outlook” section. A great deal of discussion centered on the “Money’s Worth” chart. Ms. Loud will make revisions.

Friends of the Library

Ms. Ruderman reported that she met with Ms. Fennelly and Mr. Murphy to discuss ways in which the Board could support the Friends of the Library. Their consensus was to suggest that the Friends hire a part-time administrative coordinator on a contract basis. The Friends Board of Directors approved this suggestion and will proceed with this over the summer. They also discussed book sale issues, including long-term storage considerations.

Other

Ms. Radochia met with Elaine Shea regarding the Margaret Spengler lecture series. She will report more extensively at the May meeting. Ms. Loud distributed list/reports of programs that staff attended at the recent Public Library Association conference. Staff will share with each other at a meeting in the near future.

Adjournment

The meeting was adjourned at 9:40 PM on a motion by Mr. Murphy; seconded by Ms. Muldoon. The next meeting will take place on Tuesday, May 9th at 7:15 PM.

Respectfully submitted,

Cynthia Diminture